WESTON-sub-EDGE PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL AT 8.15P.M. ON 19th MAY 2015

PRESENT: Cllrs Wendy Clarke Rachel Hurley Andy Irvine Mike Jelley John Measey Chris Rossington (chairman)

IN ATTENDANCE: 0 members of the public parish clerk

15/041	**ELECTION OF CHAIRMAN:** Andy Irvine proposed and John Measey seconded Bill Carruthers, being willing, as chairman of the parish council; there being no other nomination Bill Carruthers was duly elected as chairman.	
15/042	**ELECTION OF VICE CHAIRMAN:** Mike Jelly proposed and John Measey seconded Chris Rossington as vice-chairman of the parish council; there being no other nomination Chris Rossington was duly elected as vice-chairman.	
15/043	**COUNCILLORS' DECLARATIONS OF INTEREST ON THE BUSINESS ON THE AGENDA:** there were none.	
15/044	**NOTICE OF ABSENCE:** Bill Carruthers was not present and sent his apology for absence which was accepted by the meeting.	
15/045	**CONFIRM MINUTES OF THE MEETING HELD ON 28.04.15:** councillors unanimously **resolved** approval of these minutes which were signed by the chairman as a true record of the business conducted.	
15/046	**PLANNING APPLICATIONS BEFORE THE MEETING:** there were none. The clerk reported having to re-register to receive email notice of planning applications, apparently following an upgrade of the website by CDC. Guidance is now available on the use of the planning website.	
15/047	**1.0 FINANCE – RECEIVE FINANCIAL STATEMENT & BANK RECONCILIATION:** the monthly financial statement and bank reconciliation were before the meeting.	
	2.0 FINANCE – REVIEW ASSET REGISTER AND INSURANCE COVER FOR 2015/16: the clerk reported that the new bus shelter is now on cover at £1500 and at no increase to the premium. Councillors asked that, of the youth club equipment, the table tennis table should be covered at a value of £240.	**CT**
	3.0 FINANCE – REVIEW RISK ASSESSMENT AND AGREE ACTIONS ARISING: councillors agreed that the seat in Church Street must be secured; also the seat at the Recreation Ground. It was agreed that since its final location is yet to be decided it could be made secure enough by being pushed against the wall. The noticeboard in the bus shelter needs a new glass door.	**CT** **MJ** **BC**
	4.0 FINANCE – APPROVE PAYMENTS DUE: 222066 19.05.15 Chris Tombs clerk's salary May 116.67 0.00 116.67 222067 19.05.15 WSE Village Hall hall hire PC, Seniors, Youth Club 61.25 0.00 61.25 222068 19.05.15 Zurich Municipal annual parish council insurance premium 339.79 0.00 339.79 222069 19.05.15 Chris Rossington games and materials for the Youth Club 39.57 0.00 39.57 Andy Irvine proposed and Rachel Hurley seconded making these payments which councillors unanimously **resolved** approval. It was noted that the cost of the insurance premium may rise following the agreement to include the table tennis table.	
	5.0 FINANCE – RECEIVE INTERNAL AUDITOR'S REPORT AND APPROVE THE CHAIRMAN TO SIGN THE ANNUAL RETURN FOR THE EXTERNAL AUDITOR: the auditor had found nothing on which to comment. Councillors unanimously **resolved** to agree that the chairman should sign the annual return.	
15/048	**REVIEW PARISH MATTERS:** **CHURCH STEPS INSTALLATION OF ADDITIONAL RAILS:** it was noted that still no contact has been made with Chris Small. The clerk agreed to ask for a quotation from Andrew Hillesden. **SPEEDING VEHICLES ON THE STRATFORD ROAD:** recent incidents of vehicle speeding and a complaint from a member of the public was reported. Councillors accepted that no further action can be taken until the effects of the proposed signage and 'sharks teeth' road markings have been monitored. **HIGHWAY IMPROVEMENTS:** the purpose of this minute is to record the comments made by Lynden Stowe in his report to the annual parish meeting earlier. He said that, whilst there is no budget or particular priority to carry out kerbing opposite Hartwell & Co on the Evesham Road (B4035), applying a firm surface in Chapel Lane to form a car park in place of the now muddied verge and providing material to fill the holes in the Village Hall car park, there is a possibility that this work could be carried out when Amy is in the village re-surfacing the B4035. He suggested a contribution of £1000 from the parish council would be welcome and agreed to discuss the matter with Bob Skillern. **NEIGHBOURHOOD WATCH CO-ORDINATOR**: after discussion councillors agreed that a statement of the role and responsibility is needed and for an item in the Messenger requesting someone to volunteer.	**CT** **LS** **CT** **CR**

15/049	**CONSIDER MATTERS ARISING FROM MINUTES OF LAST MEETING NOT ON THE AGENDA:**	
	15/040 Link Neighbourhood Watch items on the village website with Facebook.	**JM**
	15/040 Update emergency contact list.	**CT**
	15/037 Church street verges; extra hand rails at church steps.	**CT**
	15/037 Arrange re-launch of the youth club – obtain ideas for the parishioners about future use of the Recreation Ground.	**BC**
	15/036 4.0 Consult with David Smith to find an internet link provider for the brook level monitor.	**BC**
	15/036 4.0 Bus shelter put on insurance cover - **actioned** – and at no extra cost	
	15/036 4.0 Is youth club property covered by the Village Hall insurance policy – answer very likely no - **actioned**	
	15/036 4.0 Sale of emergency resilience two-way radios; radios now with the chairman.	**JM**
	15/026 Consult the Land Registry for information about parish council ownership of land.	**CT**
	15/005 Make contact with Buckle Street riparians requesting action to clear their ditches.	**CT**
	14/074 1.0 Purchase some bark for Latimers verge and crown raise trees at Dovers View.	**CT**
	14/071 Provide breakdown of highway spend across the county.	**LS**
	13/076 10.0 Register mineral rights.	**CT**
	13/029 Revised standing orders.	**CT**
15/050	**NOTE CORRESPONDENCE RECEIVED:**	
	Correspondence was before the meeting and is available for circulation by the clerk on request.	
	CAB request for a donation	
	DCLG Transparency Code for Smaller Authorities 2015	
	Election results	
	GAPTC annual report from Liz Hodges 2015	
	GAPTC update 2015-05-13	
	Grant Thornton newsletter	
	GRCC see and learn about Mickleton Community Archive	
	Notice of election results	
	PROW Amy training day 2015-05-29 Northleach	**CT**
	Weston-sub-Edge highways report from Bob Skillern	
	Cotswold AONB landscape strategy and guidelines	
	PUBLIC QUESTION TIME: there were no questions.	
	There being no other business the chairman closed the meeting at 9.00p.m.	
	Signed……Date…….	